

**Board of Public Works and Safety
Regular Meeting Minutes
February 2, 2015**

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:00 p.m. at City Hall, 70 E. Monroe Street, with Mayor Joseph E. McGuinness presiding. Board members Stephen Barnett and Bob Swinehamer answered roll call.

Chief of Police Tim O'Sullivan, Fire Chief John Henderson, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Community Development Director Krista Linke, City Engineer Travis Underhill, Street Commissioner Brett Jones, Clerk Treasurer Janet Alexander, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

Public Comments

Franklin resident David Betts came forward, and asked the City to lower the speed limits in the Paris Estates neighborhood. Mr. Betts suggested 25 mph if possible. A discussion was held. Police Chief O'Sullivan stated that they could set up a speed data collector to check the speeds in this area, and also could step up patrols. The Chief will report on this matter at the next meeting on March 2, 2015.

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meetings held January 5, and January 21, 2015
2. Board of Works Claims
 - #012415 Sewer Utility Utilities in the amount of \$1,037.12
 - #012315 BOW Utilities in the amount of \$98,387.13
 - #011915 RDC Contracts in the amount of \$67,778.39
 - Payroll in the amount of \$311,860.37
 - Pension Payroll in the amount of \$56,405.69
 - Pension Payroll Correction in the amount of \$506.83
 - #020115 Sewer Utility General Obligations in the amount of \$50,586.58
 - #020215 BOW General Obligations in the amount of \$65,748.03
 - #012815 Sewer Utilities in the amount of \$36,600.03
 - #012715 RDC Utilities in the amount of \$45.17
 - #013015 BOW Utilities in the amount of \$12,441.46

Mr. Barnett made a motion to approve the consent agenda as presented, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Old Business

Bid Award for Acquisition Project - Demolition Phase - Senior Planner Joanna Myers came forward and stated that two bids were opened at the special meeting held January 21st. City Attorney Gray stated that after reviewing the bids, defects were found in both. Therefore neither bid could be considered responsive. Ms. Gray recommended that the Board reject both bids. A discussion was held. Mr. Barnett made a motion to reject both bids, seconded by Mr. Swinehamer. The motion carried. A voice vote was taken with all members stating aye. The motion carried.

Water Street Parking Discussion – Mayor McGuinness opened the discussion on the concern about parking on Water St. He pointed out that the Board of Works approved three parking spots on the left side of Water Street as a loading zone from 8:00 a.m. to 4:00 p.m. Resident Nancy Collins who lives on Water Street came forward and stated that there is really only enough space in the loading zone for two vehicles. A discussion was held. Mayor McGuinness suggested hanging signage on the existing streetlight pole. City Engineer Underhill added that the signage should state that the area is a restricted loading zone from 8:00 a.m. to 4:00 p.m., and mark off two parking spots in this area. Mayor McGuinness made a motion to approve the signage, and designating the two parking spots recommended by the City Engineer. This was seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

New Business

Safe Routes to School (SRTS) - Board of Works Resolution No.: 15-02 A Resolution by the City of Franklin Board of Works and Safety Approving and Adopting a Safe Routes to School Master Plan - City Engineer Travis Underhill stated that the Franklin School Corporation adopted similar language at a recent school board meeting Mayor McGuinness stated this plan includes all local elementary schools, the intermediate school and the middle school. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Approval of Supplemental Contract for Design Services for State Road 44 Corridor from Eastview Drive west past US31 - City Engineer Underhill stated he had received information from CrossRoad Engineers, P.C. regarding the Greenways Corridor Design. Mr. Underhill reviewed the following items: Additional Sanitary Sewer design in the amount of \$25,000.00; Landscape Design & Plan for Eastview Drive Roundabout in the amount of \$11,650.00; Additional Right-of-Way Plan Development & Title Research in the amount of \$45,150.00; and Additional Right-of-Way Acquisition Services in the amount of \$39,195.00. Mr. Underhill stated that pending the Board of Works approval these additions will be presented to the Redevelopment Commission (RDC) with a request for funding. Mr. Swinehamer made a motion to approve forwarding these projects to the Redevelopment Commission (RDC) for funding, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Change Orders 13-19 for North Main Street from CrossRoad Engineers, P.C. - City Engineer Underhill presented seven change orders from CrossRoad Engineers, P.C. for the North Main Street Project.

- Change Order #13 Water Main – Dewatering in the amount of \$2,489.07
- Change Order #14 Sharks Teeth – Temporary Pavement Markings in the amount of \$517.00
- Change Order #15 Water Service Connections in the amount of \$9,525.72
- Change Order #16 Handrail in the amount of \$4,091.78
- Change Order #17 HMA for Patching in the amount of \$3,071.55
- Change Order #18 CenturyLink Excavation in the amount of \$5,351.13
- Change Order #19 Sanitary Sewer Relocation in the amount of \$25,701.17

Mr. Underhill stated the funding for these projects was within the contract for this project. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request to Carry Over 5.25 Vacation Days from 2014 for Officer Kight - Police Chief O'Sullivan explained to the Board that Officer Kight being a newly hired officer did not have time to take all of his vacation time in 2014. Chief O'Sullivan asked the Board to allow Officer Kight to carry over 5.25 vacation days into 2015. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request to Carry Over 45.0 Hours of Vacation Time for Angie Longtin - Mayor McGuinness explained that Ms. Longtin was not able to take all of her vacation in 2014 and requested that she be allowed to carry over 45.0 hours into 2015. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Other Business

Request from Department of the Army/Johnson County Armory to Fill 10 Barriers with Approximately 75 Gallons of Water in Case of Emergency – Mayor McGuinness and City Attorney Gray explained the request from the National Guard was to assist in the event of an emergency. They said that the Fire Department would be called to perform this specific task only in the event of an emergency. Mr. Barnett made a motion to approve, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

Comments on Proposed Common Council Ordinance No.: 15-02 An Ordinance Repealing and Replacing Ordinance No.: 10-16 Street and Utility Right-Of-Way Ordinance - An Ordinance to Regulate Work in the Streets or Street Right-Of-Ways (Row) Within the City of Franklin, Indiana - City Engineer Underhill gave an overview of the requested changes to the existing ordinance saying that this will upgrade to the road work process for the future. A discussion was held. Mr. Barnett stated that he would like to work with the City Engineer on this proposed ordinance as he has worked in many communities throughout the state that have similar

ordinances. He explained that there are many things he has learned in those communities that could be added to our ordinance to make it stronger and more effective. Mr. Barnett made a motion to table, second by Mr. Swinehamer. A voice vote was taken with all members stating aye. The matter was tabled.

Discussion of Stormwater Master Plan – Mr. Andrew Cochran of Whitaker Engineering came forward to answer questions from the Board on the proposed master plan. City Engineer Underhill stated that the storm water plan due date is shortly after the March meeting. Mr. Underhill encouraged the Board to consider passing a resolution adopting the plan. A discussion was held. City Attorney Gray stated that a resolution was needed for this matter. A resolution will be prepared for consideration at the next regular meeting.

Request Approval to File Liens on Unkempt Property – Mr. Barnett made a motion to approve the request, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

Trash & Recycling Reports from Ray's Trash Service – Reports from Rays were provided.

Department Reports / Staff Reports

There were no department reports.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:59p.m.

Respectfully submitted,

Janet P. Alexander, Clerk-Treasurer
Enrolled: 02/10/2015

Joseph McGuinness, Mayor

Attest:

Janet P. Alexander, Clerk-Treasurer